

**Kansas Department of Social and Rehabilitation Services  
Don Jordan, Secretary**

**Integrated Service Delivery - Candy Shively, Deputy Secretary (785) 296-3271**

**Economic and Employment Support - Bobbi Mariani, Director (785) 296-3349**

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**MEMORANDUM**

To: EES Program Administrators                      Date: June 19, 2009  
All Asst. Regional Directors  
Regional Directors

From: Bobbi Mariani, Director                      RE: General Assistance Program Benefit  
Economic and Employment Support                      Level Change

This memo provides information and implementation instructions regarding the reduced benefit level change for the General Assistance Program. This change will be incorporated into the Kansas Economic and Employment Support Manual (KEESM) October Revision:

**Overview of Change**

The maximum allowable benefit for General Assistance (GA) recipients will change as of August 1, 2009 to a flat rate of \$100.00 per household. The change is based on budgetary action taken by the Kansas Legislature in 2009.

A mass change notice will be sent on or around June 26, 2009 informing GA recipients about the change in benefits.

Income and resource guidelines will remain the same. The flat rate benefit will apply to all GA participants regardless of their shelter group, whether they are in specialized or non-specialized living arrangements, or classified as Tier I or Tier II. Medical benefits will not be affected by the GA benefit change. Shared living is no longer a consideration in determining GA benefit level. Households in which two married adults are each receiving a GA benefit will now be eligible for only one payment of \$100.00. Applications received on or after August 1, 2009 will no longer be prorated for the initial benefit month. Overpayments will not be accrued unless the household was ineligible for the entire benefit month.

**On-going GA/UA and GA/PM Cases**

Rollover will automatically authorize a benefit change (increase or decrease) to \$100.00 for August, 2009 if the case is authorized in the current month. Attached Food Assistance programs will correctly capture the new GA cash income amount and adjust Food Assistance benefits when rollover occurs. If benefits have already been rolled over into August of 2009, or are not authorized for the current month, the case worker will need to reauthorize both the GA and Food

Assistance benefits to affect the new GA amount for August.

**EXAMPLE:**

- a. George is an on-going recipient of GA benefits. He has been classified as Tier I and is actively pursuing Social Security benefits. He currently lives at home and receives GA cash benefits at the 80 percent level. During the August rollover, the system automatically changed his GA benefits and adjusted his Food Assistance benefit amount accordingly. George had received and read the mass mailing notification so he was aware of the pending changes.
- b. Delores and Bob are married, are both classified as Tier II, and both receive GA cash benefits. They provided their case worker some information in June which was added to the system. The case worker inadvertently de-authorized their July benefits and therefore the system did not make the necessary changes at rollover. The case worker will now need to go into KAECSSES, authorize July benefits for the current benefit level, copy the case into August, and authorize August benefits. KAECSSES will reflect the new benefit level of \$100.00 for August. The case worker will send a G708 notice (GA-Change in Benefits- August 2009) informing the couple of the change to their benefits.
- c. Leon applied for GA cash benefits in May of 2009. He was approved and PMDT classified him as Tier I. He immediately applied for social security benefits through the Group Shelter that he was living at. The case worker rolled his case into the month of September when she planned on meeting with him again. The case worker must now delete the September benefit month and re-authorize both the GA benefits and Food Assistance for August. She will send Leon the G798 notice (GA-FS- Change in Benefits- August 2009) explaining the changes to his benefits.

**Cases processed on or before June 22, 2009**

These cases will continue to use the current rules. When August rollover occurs, the new benefit amount will be calculated.

**EXAMPLE:**

- a. Jeremy applies for GA cash benefits on June 10, 2009. On June 22, 2009 his SRS case worker approves the application and issues prorated GA benefits for June and current rate benefits for July. August rollover will automatically apply the \$100.00 flat rate GA benefits and adjust the Food Assistance benefits.

**New cases processed after June 22, 2009**

Workers will need to manually authorize the month of August to affect the new benefit level.

**EXAMPLE:**

- a. Mary applies for GA assistance on June 30<sup>th</sup>. The worker approves the application on July 29<sup>th</sup>, issues prorated benefits for June, copies the case into July and authorizes benefits. The worker then copies the case forward into August and authorizes August benefits. The worker will need to send the G103 notice(GA-Approval for 1<sup>st</sup>, 2<sup>nd</sup>, and Third Months) and copy this message into the other section in the notice:

**“The maximum benefit level has been reduced to \$100 effective August 2009 due to budgetary action taken by the 2009 Kansas Legislature.”**

**Changes in the GAPD Screen**

The GAPD screen has been modified to accommodate the above changes. If the customer is eligible for \$.01 benefits they will receive the entire \$100.00. On the GAPD screen, the “AFTER GOVT REDUCTION’ field will display the \$100.00 grant and the NEW BENEFIT AMOUNT, BENEFIT AMOUNT and GRANT AMOUNT (INFO) will also display to the full \$100.00. **The only exception to this would be if there was an on-going recoupment.** The \$100.00 GRANT AMOUNT would be reduced by the recoupment amount displayed in the RECOUPMENT (INFO) field.

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GAPD                                GA PAYMENT DETERMINATION                                081109 14:47
MONTH BASED ON: 0809                PROSPECTIVE                                                KAREN L
CASE NAME: SMITH, ANNIE              CASE NUMBER: 00012708 MONTH: 0809
SHELTER GROUP: 4                    GA HH SIZE: 01      # IN HOUSEHOLD: 01
                                     EDUCATION INCOME      :      0.00
EMPLOYMENT INCOME      :      0.00    DEEMED INCOME         :      0.00
SELF EMPLOY/INT INCOME :      0.00    OTHER UNEARNED INCOME:     50.00
TOTAL EARNED           :      0.00    TOTAL UNEARNED       :     50.00
                                     TOTAL NET INCOME      :     50.00
WORK EXPENSE           :      0.00    PAYMENT STANDARD     :    196.00
DEP CARE DEDUCTION    :      0.00    ADJUSTED NEED        :    146.00
30 1/3 DISREGARD      :      0.00    PRORATED AMOUNT      :    131.87
$30 DISREGARD         :      0.00    AFTER GOVT REDUCTION :    100.00
TOTAL DEDUCTIONS      :      0.00    NEW BENEFIT AMOUNT   :    100.00
0.00 TOTAL LUMP SUM    PAID BENEFITS        :      0.00
                                     BENEFIT AMOUNT       :    100.00
                                     BENEFIT AMOUNT (GADT):
PAYMENT AUTHORIZATION:
BENEFIT TYPE: IN BENEFIT ISSUANCE: MO RECOUPMENTS (INFO) :      0.00
REVIEW THROUGH: DEN/CLOSE REAS: WORK ALLOWANCE           :      0.00
HOLD REMINDER DATE: GRANT AMOUNT (INFO) :    100.00
HOLD REASON: PAYEE SETUP REQ: N
IS ELIGIBLE - AUTHORIZATION REQUIRED FOR GA AND AM          NEXT-->

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## **Fair Hearing Requests**

Customers impacted by this action are subject to the fair hearing provisions. Per KEESM 1615, if the customer is disagreeing with the benefit level of the General Assistance case due to the reduction necessitated by the Kansas Legislature, procedures regarding dismissal of the hearing are applicable

If staff have any questions about these changes, please contact Lewis Kimsey at 785-296-0147 or at [Lewis.Kimsey@srs.ks.org](mailto:Lewis.Kimsey@srs.ks.org).